



JINTAMOL JOSEPH

ACCOUNTANT

CONTACT

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📍 Kochuvelikkakathu(H),
Ayyappankovil.P.O,
Mattukkatta,Idukki,
Kerala

PERSONAL SKILLS

- Confident , Having Positive Attitude And Energy
- Efficiency At Work
- Skills To Carry Out Nessecery Functions

KEY SKILLS

- MS Word
- MS Excel
- Tally Prime

LANGUAGES

- English
- Malayalam

HOBBIES

- Reading Books
- Listening Music
- Traveling

PROFILE

Goal directed, result oriented professional with a better computer knowledge and education. Skilled communicator , persuasive and adaptable. Self-motivated with high energy , initiative and focus. Keen insight into the needs and views of others, able to listen and identify or problem areas and form innovative

EXPERIENCE

ACCOUNTANT

CO OPARATIVE HOSPITAL,KATTAPPANA. Oct 2021 - Mar 2022

- Accountant Manage all accounting transactions
- Prepare budget forecasts
- Publish financial statements in time
- Handle monthly, quarterly and annual closings
- Reconcile accounts payable and receivable
- Ensure timely bank payments
- Compute taxes and prepare tax returns
- Manage balance sheets and profit/loss statements

EDUCATION

- **B.COM CO OPERATION**
Mar. Augustinos college Ramapuram Aug 2018 - Apr 2021
- **HIGHER SECONDERY EDUCATION**
St.Mary's H.S.S Marykulam Jun 2016 - Mar 2018
Commerce
- **SSLC**
St. Mary's H.S Marykulam Jun 2013 - Mar 2016

PERSONAL DETAILS

Date of Birth : 06/03/2000
Marital Status : Single
Nationality : Indian
Father's name : Joseph Thomas
Gender : Female
Religion : Christian

DECLARATION

I hereby declare that the above mentioned information is true and correct and I bear the responsibility for the correctness of the above mentioned particulars

JINTAMOL JOSEPH